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**OUTGOING
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ACTION

R/F.

SENT TO—

Ambassy SAIGON

STATE

AIDAC

MEMORANDUM

AIDTO

RELATION—

**SUBJECT: Review of Qualification Requirements for
OCO Positions**

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1. For several months now, we have received verbal comments from returning Vietnam Mission employees and AID/W people returning from TDY reflecting the view that perhaps the qualification requirements for our specialist positions, who serve in O/CO, should be broadened. We have recruited, interviewed and rejected many candidates in the Agriculture, Engineering, Education and Public Administration specialties because They do not meet the extensive qualification requirements which we understood were necessary for these positions. Most of these standards, however, were developed for Saigon jobs where technical qualification of counterpart personnel in the GVN are higher. But there has been much feed back to the effect that many technicians assigned to O/CO are overqualified for their jobs and are in effect not challenged sufficiently by the level of work which faces them in the provinces and regions. It is our hope that you will

PAGE 1 OF 3

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| DRAFTED BY SJSimpson/ AMHughes | OFFICE VN/ADM | PHONE NO. 8241 | DATE 4-28-67 | APPROVED BY: Arthur M. Hughes, VN/ADM |
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| POST | NO. | CLASSIFICATION | PAGE | PAGES |
|--------------|-----|----------------|------|-------|
| SAIGON AIDTO | | UNCLASSIFIED | 2 OF | 3 |

review current positions and qualification requirements in light of possible broadening, particularly of the technical people who are to serve in the provinces in these specialty areas.

2. It would appear, therefore, that what is needed for O/CO are generalist rather than specialists - keeping the highly qualified specialists for USAID technical positions.
3. As a result of the forgoing, we suggest that USAID personnel, USAID technical offices and O/CO representatives sit down to consider this question with the aim of producing a new approach to O/CO specialist qualifications - reducing, for instance, the technical level and years of experience, in favor of attracting bright young generalist specialists. For instance, instead of a PhD with 12 years of experience (Age 40), how about an MA with 3 years' experience for O/CO (Age 30)?
4. As a specific thinking example of our thinking, provide following case for your consideration. ~~XXX~~ (Hiestand)

FREDERICK K. HIESTAND

Masters Degree in Public Administration and approximately five years of experience working for State of Wisconsin in the following ~~xxxx~~ capacities:

- (1) Two years as Budget Analyst, conducting analyses on the higher educational agencies in the State.
- (2) One year as policy analyst in the development of concepts for new scholarship programs for the State.
- (3) One year as planning analyst, implementing plans for area technical schools in the State.

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| | | | | |
|----------------------|-----|--------------------------------|--------------|------------|
| POST SAIGON AIDTO | NO. | CLASSIFICATION UNCLASSIFIED | PAGE 3 OF | PAGES 3 |
|----------------------|-----|--------------------------------|--------------|------------|

5. Mr. Hiestand was interviewed with favorable reactions by personnel and technical backstop people in Public Administration but non-selected because it was felt he did not quite measure up to the high qualification requirements for the Management Analyst position. He has subsequently been reconsidered by our Assistant Development Officer panel and nominated for an Assistant position. We would like the mission to review this case and react to our question concerning qualification requirements for the Public Administration positions.
6. Mr. Arthur M. Hughes, Deputy Associate Assistant Administrator for Administration, Vietnam Bureau, plans to visit Vietnam in June and would like to discuss this question with appropriate mission staff members. In the meantime, would appreciate initial cable reaction concerning this matter, covering the four technical fields mentioned.

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Next 3 Page(s) In Document Exempt

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